

FREMONT BOARD OF SELECTMEN**21 SEPTEMBER 2006****APPROVED 09/28/2006**

At 6:12 pm the Selectmen's meeting was called to order in the basement meeting room of the Fremont Town Hall. Present were Selectmen Gene Cordes and Donald Gates Jr; Town Administrator Heidi Carlson and Public Keith Stanton who videotaped the meeting.

Selectmen read through the agenda. Some items were set aside so multiple copies could be made.

OLD BUSINESS

1. Selectmen reviewed the Bulky Day schedule. It would be good to have a few more people for the 10:30 to 1:00 pm shift, but current staffing will likely make the event happen. There will be 14 regular dumpsters and 4 steel dumpsters.
2. It is noted for the record that Martin Ferwerda today submitted his letters of credit for remaining road working within Governor's Forest (LOC 0400005119-802 in the amount of \$199,000) and gravel restoration (LOC 0400005119-803 in the amount of \$90,000). This puts the project in compliance with Town Regulations having the letters posted.

NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$23,226.26 and accounts payable manifest \$130,831.95. Some items on the AP manifest were reviewed for clarity. Gates moved to approve the payroll manifest in the amount of \$23,226.26. Cordes seconded and the vote was unanimously approved 2-0. Gates then moved to approve the accounts payable manifest in the amount of \$130,831.95. Cordes seconded and the vote was unanimously approved 2-0.
2. Carlson indicated that the Conservation Commission has asked the Board to accept certificate of authority for Conservation Commission Estuaries Grant paperwork. Selectmen read through the document. The Town Clerk has to certify the vote.

Motion was made by Cordes and seconded by Gates to acknowledge and certify that:

- (1) At the Town Meeting held March 12, 1994 the Town voted to authorize indefinitely, until rescinded, the Selectmen to apply for, accept and expend money from state, federal, or other governmental unit or a private source which becomes available during the year in accordance with the procedures set forth in New Hampshire law;
- (2) At the regular meeting on 21 September 2006 the Board of Selectmen voted to accept federal funds and enter into a contract with the New Hampshire Department of Environmental Services. The Board of Selectmen further authorized the Town Administrator to execute any documents which may be necessary to effectuate this contract;
- (3) The Town of Fremont warrants that this authorization has not been revoked, annulled, or amended in any manner whatsoever, and remain in full force and effect as of the date hereof; and
- (4) The following person has been appointed to and now occupies the office indicated under item (2) above: Heidi Carlson

The vote to certify this resolution was unanimously approved 2-0. The Town Clerk will be asked to sign it as soon as possible.

The grant is in the amount of \$3,000 with NROC and NH DES for the Fremont Natural Resources Inventory project.

3. Selectmen reviewed a final draft of outgoing correspondence to the Seacoast United Soccer Club and signed it.

4. The Board decided that the meeting date for next week would be Thursday. Selectman Bolduc will not be in attendance.

5. Selectmen reviewed a letter and information from the Carbon CO2alition for warrant article resolution for 2007 (regarding global warming). Selectmen will review this further and make a decision about the resolution being placed on the warrant. Gates suggested that Bob Larson would be a good contact person if Fremont decides to put a study committee together.

6. A letter was received this week regarding RPC dues. The budget for 2007 is \$3,464 calculated at \$0.85 per capita. It is a slight increase in the population figure, but the per capita fee has remained the same.

7. Selectmen read an email from Keith Stanton dated Thursday September 14th regarding the policy of broadcasting tapes on the cable channel. Carlson had written a letter to Stanton on Friday September 15th explaining the definition of "recessed" sessions and the tape broadcast policy. Mr Stanton said he understood and offered no additional questions or comments.

Neal Janvrin came into the meeting at 6:42 pm.

8. Selectmen reviewed a NH Electric Cooperative pole license for pole #2490-T on Treaty Court, for a pole placed in December 2004. Gates moved to approve and sign the pole license. Cordes seconded and the vote was unanimously approved 2-0. The license was forwarded to the Town Clerk.

9. Selectmen reviewed a letter regarding volunteer postings via the United Way of the Greater Seacoast. It was decided that Carlson would contact the United Way and see about getting Fremont volunteer opportunities listed on their volunteer posting site so long as it was a no-cost obligation.

10. Copies of the first draft of the Emergency Management Budget were distributed. Selectmen will review these and meet with Joe Gottlich at a future meeting.

11. Cordes reported a call from a Fremont resident/parent (Wendy German) asking if high school seniors from Fremont could do a can drive to collect donations at Bulky Day to benefit the Epping High School Senior Class Fundraiser. Cordes told German that he would bring it to the Board for consideration this evening. There was general discussion about it, and as Chief Janvrin had entered the meeting, he was also consulted about his input as far as public safety and the traffic flow at Bulky Day. Janvrin thought it would be OK so long as it was not done at the entrance as it slows traffic and causes a backup on Route 111A. He suggested that it be done near the exit from the site, backward toward the Highway building. Selectmen also wanted them to put up a sign to indicate what they were doing.

Selectman Peter Bolduc came into the meeting at 6:50 pm

Bolduc was brought up to speed on the can drive proposal currently under discussion. Gates moved to authorize a can donation by the Epping High School Seniors, in the location as indicated, nearing the exit from the site; and that they post a sign indicating what they are doing and what the benefit is for. Bolduc seconded and the vote was unanimously approved 3-0.

At 6:52 pm Larry Stilwell came into the meeting. Meredith Bolduc arrived two minutes later.

Neal Janvrin said there was a problem with yellow jackets in the air conditioning ducts and a wall at the Safety Complex. Carlson contacted an exterminator who was there today, and will be back there tomorrow to treat them.

Janvrin also informed the Board that the Police Department had constructed a secure 12 x 12 uniform-type closet on the second floor of the Safety Complex. Janvrin said that they washed and cleaned and dried all of their uniforms and are currently storing them in this location.

Selectmen discussed turnover and staffing needs. Janvrin said that many departments are going from part-time to all full-time coverage.

With nothing further, Janvrin left the meeting at 6:57 pm.

Larry Stilwell and Meredith Bolduc came to the table at 6:58 pm to discuss the Planning and Zoning Budgets as Mr Stilwell needed to get back to work yet this evening.

Copies of the first draft of the Planning and Zoning proposed budget for 2007 were distributed. Stilwell explained that from the 2006 budget, there are only five categories that have been adjusted overall. Some of the line item changes include office supplies going from \$950 to \$1150; postage has gone down to \$3,500 due to less activity; and professional services has increased \$2,500 due to the areas of planning that are behind. One such area is the CIP which is in need of updating immediately.

Stilwell said the Planning Board learned last night that they have a grant for half of the cost of the updates in a targeted block grant. They will show this as a revenue in 2007. To work on some of these planning projects, \$5,000 is proposed for next year in professional services (double the amount in 2006). Stilwell said they are starting now a program of updating it annually so that in the future the updates will be less substantial (in terms of cost and necessary workload).

The dues and training has been increased to \$1,000 to cover some of the seminars and classes that members are participating in. There was no money budgeted for this purpose in 2006 but members have allocated some of the reimbursement monies to cover attendance at some focused land use training.

The Circuit Rider planner line, due to confusion in a prior year about service coverage, has gone down to \$9,900 for 2007.

Cordes asked about the experience with time clerical and supporting the Town and the Boards. Bolduc said that she feels it has worked out beautifully. Stilwell added that there hadn't been a deficiency or complaint yet. Both felt it was working very well.

Stilwell explained that the Planning Board is working on streamlining their processes to better utilize the time that they have. They are considering perhaps dropping one meeting a month to reutilize the planner for a planning session, one morning or afternoon, instead of him attending a meeting.

Stilwell said that Fremont is one of the remaining towns that does not have a full-time planner position.

Selectmen were comfortable with the budget as proposed and did not have further questions.

Stilwell then discussed wages and up to the supposed value that it was supposed to be last year, but did not work out that way. The budget includes a 3.5% merit increase and a 3% cost of living increase.

FREMONT BOARD OF SELECTMEN**21 SEPTEMBER 2006**

Selectmen indicated they had not yet taken action on a cost of living budget for 2007. There are performance related steps that come up after the first year. The 2007 budget reflects the first full year of the full time clerical position.

Stilwell explained that there is some responsibility that is associated with planning and the Town's and the Board's responsibility to Plan that are not applicant funded. Selectmen are fully aware of this. Stilwell added that there are just less than 250 unbuilt approved lots in Fremont, and several other projects still in the planning stages.

With no further questions or discussion, Stilwell left the meeting at 7:10 pm.

Chief Heselton said that he had a couple of items to discuss with the Selectmen that were personnel related, so Meredith Bolduc finished with the Conservation Budget prior to Heselton beginning the Department Head session.

Meredith Bolduc then presented the first run of the 2007 Conservation Commission budget. She explained that the only increases are in office supplies up from \$66 to \$100; and meetings and seminars from \$700 to \$1000. The total budget as presented is \$4,670.00.

The project fund for 2006 has not yet been spent because the Oak Ridge Loop Trail project has not yet been done. This project will likely carry over to 2007. The materials have not yet been bought. The Conservation Commission anticipates applying next year for additional grants. The Commission has reviewed this and is in full support.

Meredith Bolduc left the meeting at 7:17 pm.

Motion was made by Gates to enter non-public session pursuant to RSA 91-A 3 II (c) to discuss a personnel matter at the request of the Fire Chief.

Stanton left the meeting at this time. Carlson left the meeting at 7:30 pm to make photocopies upstairs.

Selectmen discussed personnel issues within the Fire Department. The Board made no decisions.

A motion to return to public session was made by Bolduc at 7:40 pm. Gates seconded and the vote was unanimously approved 3-0. Carlson and Stanton returned to the meeting at this time.

Chief Heselton read through portions of a draft of a warrant article for \$28,000 for a radio communication digital capable base station. He said the narrative information was submitted by David Barker for the warrant article and there was discussion about radio/paging deficiencies in remote areas of town.

Heselton thought that a radio they took out of an old truck could be set up as a base station. He said he had not adequately discussed it with Barker or the Board of Officers yet. He was unsure if it would come in as a petition or as supported by the Department Head as a budget request.

Heselton then reviewed the first draft of the 2007 Fire Department budget. Some items included:

- Office supplies and cleaning supplies remaining the same, but consideration should be given to the fact it is overspent already for 2006.
- New Equipment includes money for a straight bore nozzle, which would include the same amount over the next 3 years.
- They are doing pump training, this year was part of an all-department training

FREMONT BOARD OF SELECTMEN

21 SEPTEMBER 2006

- They are running another vehicle in addition to energy costs still being high, and more fuel money should be budgeted.
- It is believed that absorbing rescue next year will increase the Chief's workload. Heselton did not want to speak to his own raise, but left it to the Selectmen's discretion.
- NFPA standards up to cover the actual cost of manuals, perhaps buying a set of books every few years, and using the CD format in the other years to maintain updates.
- Uniforms – they are updating some and getting all members into the same dress uniform.
- The Fire Department personal protective equipment now all meets the minimum standards. Included in the budget is four new sets annually at \$1,500 for replacement gear.

Richard Butler came into the meeting at 8:02 pm.

- Fremont got a grant last year for forestry gear in the amount of \$615. They would not be eligible for the same grant this year.
- Four new pagers are budgeted per year. The communications line also includes the usual radio upgrades, radio repair and replacement.
- Mileage reimbursement continues to be included for training and other department business.
- The dispatch service amount needs to be confirmed with Raymond Dispatch.
- The EMS duty weekend stipend is included with the same program as has been used in the fire department budget for the past several years.
- Hepatitis inoculations are offered to all members and a waiver signed if not taken.
- Discussion about the internet and how to get the fire computer wired for access. There is service for the building budgeted in the police budget, and monies are available here for any necessary wiring and setup. Heselton expressed concern over use and it was suggested he get the Police Department computer use policy and model it to his members. This will likely be required due to the police firewall for security reasons.
- Cistern and hydrant maintenance – Heselton said they haven't had to do anything yet this year. In prior years there has been some paint and Knox locks to secure them.

Heselton said on a side note, that today he had looked at the cistern on Gristmill Road. In putting in the cistern, developers drove an 8 inch piece of tubing down and can't pump it out, and questioned if they could put the pump in the tube instead of drilling a well. Heselton said he would think about it and will get back to the developer. Selectmen suggested they try it for a while to be sure it works effectively. Heselton clarified that the well just to keep the cistern full, they will not pump directly out of the well.

- Equipment maintenance line items are in check for 2006 and have been budgeted for 2007 based on past experience.
- In general, the combined points pool has been budgeted at \$12.50 per point times an estimated total of 2,455 points.
- Compensation rate issues are still to be decided.

As a Fire Department matter, Heselton added that he had been working with the Colonial Poplin Nursing Home this week on sprinkler system problems. They are being addressed and it is estimated that the system will be down during the day for the next two weeks while it is worked on.

He also said he had done a foster home inspection this week.

Heselton said that he would attend when the rescue members came in to present that portion of the budget if he was available.

FREMONT BOARD OF SELECTMEN**21 SEPTEMBER 2006**

Butler and Heselton left the meeting at 8:30 pm.

Selectmen reviewed the October Newsletter and read the minutes of September 14, 2006.

A draft of a letter to Randy Grasso was reviewed but still needs work. This will be reviewed for signature next week. Additionally Chief Janvrin needs to be consulted about some of the statistical information related to speed enforcement on Beede Hill Road.

Bolduc reviewed the signature items and signed each. This included the pole license, both manifests, and letter to Seacoast United Soccer.

No insurance certificates have yet been received by the NH Snowmobile Association, but there is still two weeks until the event.

Discussion on the minutes included several edits:

Page 2 Paragraph 7: Cordes answered the question from Mr Peter Bearse.

Page 2 Paragraph 9: The recess began at 6:50 pm.

Page 4 Paragraph 7: Mr Kelly reported that he has changed the operation in such a way that he is not taking in raw materials and that helps to eliminate odor.

Page 5 Paragraph 9: Mr Kelly left the meeting at 8:40 pm.

With these changes made, motion was made Gates to approve the minutes of September 14, 2006.

Bolduc seconded and the vote was unanimously approved 3-0.

With the lien amount paid, motion was made by Gates to sign and release the lien on parcel 01-045.

Bolduc seconded and the vote was unanimously approved 3-0.

At 9:05 pm Mr Michael Liggiero then met with the Board. He lives at 54 Victoria Farm Road and has an issue with a dip at the bottom of his driveway.

He said he mentioned to the builder when it was done (seven years ago) and the builder told him it was "per the Town." He said he and his wife have gotten along with it, but not well. They got rid of their cars and bought SUV's. They have now bought a brand new trailer (30 foot long fifth wheel) and the end of the trailer drags.

He said the only way they got it in was to put it on planks and it was suggested that he not do that because it could tip, being top heavy. He said the dip is before the "drain pipe". He showed photographs of the area but did not leave them for the file.

Liggiero described it as being 4-5 feet off the edge of the roadway. As the driveway looked to be in good shape, he said he has done driveway sealer on it. He said that in the dip in the wintertime, there is about six inches of water that gets trapped there and it freezes and becomes a safety issue.

He said the guy who drove in with the truck, said he should ask the Town to fill it in, as they believe it has sunk over time. Cordes said that typically people pave their driveways, and in Fremont this requires a permit, so that grades can be reviewed and adjusted if necessary. He explained that the Town's interest is to insure that there is not runoff onto the town road from driveways; and that water on the town road runs off to a safe place.

FREMONT BOARD OF SELECTMEN**21 SEPTEMBER 2006**

Liggiero said that water comes down the hill and into his driveway and not into the storm drain (culvert). He explained that he had left a phone message for the Road Agent but not spoken with him directly.

Selectmen said that the Road Agent has to be involved and that they would like to meet with him and the homeowner out there to look at it. Mr Liggiero said he is around all the time and could certainly meet Board members and the Road Agent out on site at 5:30 some evening. This will be set up and Mr Liggiero contacted with the date.

He left the meeting at approximately 9:15 pm.

OTHER BUSINESS

1. Carlson advised the Selectmen that the new Superintendent Norman Tanguay was scheduled to be at the Budget committee meeting of October 23, 2006 at 7:00 pm to review the 2005-2006 final school budget report. This will be mailed out as information to Committee members, along with a report that the SAU left for distribution.

NEXT WEEK

The regular Board meeting will be held at 6:00 pm on Thursday September 28, 2006.

With no further business, motion was made by Gates and seconded by Bolduc to adjourn the meeting 9:21 am. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator